

## Denver Tennis Park (DTP) Club Automation Accounts

We recommend using a computer to create accounts; you can create accounts through your phone, but the Club Automation site is not mobile friendly.



First time here?

[Access My Account](#)

### Welcome!

Login to your account

USERNAME

PASSWORD

[Forgot password?](#)

Login

### If you have an account and know your login information:

- Visit <http://www.dtp.clubautomation.com> and login with your username and password.
  - Don't remember your login information? Click "Forgot password?" and enter the email associated with your account. You will receive an email to reset your password. The email can take anywhere from 5-15 minutes to arrive in your inbox.

### If you have never created a DTP Club Automation account:

1. Visit <http://www.dtp.clubautomation.com>.
2. Click on "Access My Account" in the upper right corner. Enter your name and email address.
3. You will receive a separate email to continue creating your account. The email can take anywhere from 5-15 minutes to arrive in your inbox.
4. Once you receive the email, click on the link to continue creating your account.
5. The system will ask for a card to put on file – this is a requirement to create your account, but **you will not be charged** for Colorado SERVES. Click on "Add Card" to add a card.
  - Note: a second screen will pop up for you to enter your card information. Once you enter your card information and click "Save", you *may* need to refresh your screen for the card to appear. Refreshing your screen will take you back to "Contact Info", but your information is saved. Continue to click "Next" until you reach the "Billing Info" screen. Make sure your card information appears before continuing on!
6. Next you will have the opportunity to add family members to your account.
7. Complete the waiver in the next step and congrats – you have created DTP Club Automation accounts!

**If you have never created a DTP Club Automation account BUT participate (or have participated) in programs on-site at the DTP, you might already have a Club Automation account.** To find out if you have an account, you can:

- **Call the front desk at 303-351-5045** or email the front desk at [frontdesk@denvertennispark.org](mailto:frontdesk@denvertennispark.org) and ask if you or your player(s) have an account in our system.
- If we find an account for you and/or your player(s), we will give you a temporary password for you to access your account!

## How to Navigate DTP Club Automation

We recommend using a computer while using DTP Club Automation; you can use the site on your phone, but the Club Automation site is not mobile friendly.

The screenshot shows the Denver Tennis Park website interface. At the top left is the logo for Denver Tennis Park. At the top right, there is a 'Cart (0)' button and a 'Log Out' link. Below the logo, the text 'Denver Tennis Park' is visible. In the top right corner, it says 'Welcome, Dummy!' and 'Linked Profiles: Dummy Account 2 | Logout'. On the left side, there is a navigation menu with the following items: Home, View My Info (highlighted in yellow), Buy Gift Cards, Reserve a Court, Register for Classes (highlighted in yellow), Group Activities (highlighted in yellow), View My Statement (highlighted in yellow), Pay my Bill, Packages, Account Access, Notifications, and Contact Us. The main content area shows the user's profile for 'Dummy Account 2' with a 'Guest' status. Below the profile, there is a table showing account balances: Current Balance is \$0.00 and House Charge is mail bill. To the right of the profile, there are sections for 'CLUB ANNOUNCEMENTS' and 'MY EVENTS'. The 'CLUB ANNOUNCEMENTS' section has a heading 'Welcome to the Denver Tennis Park' and a date 'October 5, 2021 - Posted by Mystiana Guevara'. The text below reads: 'Hello DTP Tennis Players, Patrons playing on the reservation must have a profile in our system and a waiver on file. If you have players who are playing at the DTP for the first time, please encourage them to create profiles online at [dtp.clubautomation.com](http://dtp.clubautomation.com) before coming in. You can book online up to a week in advance. For reservations within 48hrs, please call the front desk at 303-351-5045.' The 'MY EVENTS' section has a dropdown menu for 'Next 7 days'. Below that is a section for 'MY REGISTRATIONS'.

### Left-Hand Menu:

- **View My Info:** Edit contact and billing information, add family members
- **Register for Classes:** Register for adult drill classes and youth programs
- **Group Events:** Register for Colorado SERVES classes from October – May (on-site)
- **View My Statement:** View any charges to your account

### To register for Colorado SERVES:

- Click “Group Activities”
- Select “Colorado SERVES”
- Select the program you would like to register for – **5-11 years old OR 11-18 years old**
- Select the day you would like to register for. **You must register for each day individually.**
- A smaller screen will appear – select the family member you would like to register and click “Add to Cart”
- In the upper right corner is your cart. When you are ready to check out, click on “Cart”.
- Make sure you selected the right program(s) before submitting your payment!
  - Note: even though the price shows as \$0, you still need to click “Submit Cart” to complete the registration. You will not be charged.

### Account Assistance

If you need help accessing your account or have account questions, please give us a call at 303-351-5045 or email [frontdesk@denvertennispark.org](mailto:frontdesk@denvertennispark.org).